

**Section 12.3 FUNCTIONS MENU****Earnings History  
Compensation Tab**

Purpose	This section provides the procedures for a user to inquire on compensation only by using the <b>Compensation</b> tab. The tab displays information from January 1996 to March 29, 2001 on gross pay, net pay, some tax-related information and other general information for the selected employee.
Tab	Compensation
Reminders	<ol style="list-style-type: none"><li>1. The Compensation tab is accessed through the Functions, Earnings History items on the Menu bar.</li><li>2. Users can choose to view information in detail or summary form from the Selection Criteria window. When the summary form is chosen, the titles of the individual windows will change to include summary (i.e., Compensation window becomes Summary Compensation window).</li></ol>
References	<i>No specific references</i>

**Compensation Tab**

The following window is displayed when the required selection criteria information has been entered and the Compensation tab is selected. The fields displayed are described on the following page.

The screenshot shows a software window titled "DCDS 32" with a menu bar (File, Edit, Options, Functions, Params, Reports, Window, Help) and a sub-window titled "MAIN HRS - Earnings History". The "Compensation" tab is selected, showing details for SSN: 590-10-1877 and Name: Charania, Christloe P. The window is divided into sections for General Information and Compensation details, including a table of earnings and deductions.

Selection	All Info	Compensation	Deductions	Hours	GPAs
<b>SSN: 590-10-1877</b> <b>Name: Charania, Christloe P</b> <b>Detail Information for Pay Period Ending: 10/02/1999 PP No 21</b>					
<b>General Information</b>					
<b>Dept</b>	<b>Agy</b>	<b>TKU</b>	<b>BU</b>	<b>Pay Step</b>	<b>Base Rate</b>
59	01	603	Y51	10	\$22.27
					<b>Plan CD/HRS</b>
					Y
					<b>FLSA CD</b>
					Y
					<b>Info Eff Date</b>
					10/01/1999
<b>Compensation</b>					
Detail Information for Pay Period Ending: 10/02/1999 PP No 21					
<b>SSN: 590-10-1877</b> <b>Name: Charania, Christloe P</b>					
<b>Trans Type</b>	<b>Warrant/EFT No</b>	<b>Adjustment No</b>	<b>Effective Date</b>		
WRNT	050042129		10/02/1999		
Gross Pay:	\$1,735.52	Taxable Benefits:	\$5.72		
Net Pay:	\$572.88	FICA Gross:	\$0.00		
Non FICA Gross:		Medicare Gross:	\$1,741.24		
Tax Moving Expense:		Retirement Gross:	\$1,735.52		
Nontax Moving Expense:		Nontax Prem Mileage:			
Nontaxable Insurance:		Taxable Prem Mileage:			

Navigation buttons: <=, <, >, =>      **Close**

Ready

**Earnings History  
Compensation Tab**

The following information is displayed:

Field Name	Description
<b>General Information</b>	
Dept	Department the individual was employed in for the period displayed.
Agy	Agency the individual was employed in for the period displayed.
TKU	Timekeeping Unit the employee was assigned for the period displayed.
BU	Bargaining unit code assigned to the employee's class (consists of union code and unit code).
Pay Step	Step (typically 1-10) within a pay range the employee was paid.
Base Rate	Employee's base rate within the pay range (does not include shift differentials).
Plan CD/HRS	Indicates if employee participated in the Voluntary Work Schedule Adjustment Program. Includes plan code and plan hours.
FLSA	Employee's Fair Labor Standards Act overtime pay eligibility code.
Info Eff Date	Reflects the end of the pay period when data in the General Information window was last changed.
<b>Compensation/Summary Compensation Window</b>	
Pay Period, SSN, Name	The pay period ending date and number, employee's Social Security Number and name.
Trans Type	Employee's biweekly on-line payroll or adjustment transaction type.  <b>Note:</b> This field only displays when Detail is specified in the display criteria.

**Compensation Tab**

Field Name	Description
Warrant/EFT No	Employee's warrant number or electronic fund transfer (EFT) number.  <b>Note:</b> Warrant/EFT No field only displays when Detail is specified in the display criteria. Document No replaces the Warrant/EFT No field when the Trans Type is not WRNT. The Document No is the number of the adjustment transaction.
Adjustment No	System generated unique identifier to reflect if more than one payroll adjustment was processed.  <b>Note:</b> This field only displays when Detail is specified in the display criteria.
Effective Date	Date the adjustment transaction occurred. If no adjustment occurred, the pay period ending date is displayed.  <b>Note:</b> This field only displays when Detail is specified in the display criteria.
Gross Pay	Employee's total of all wages prior to deductions.
Taxable Benefits	Total dollar amount of the benefits received by the employee during the pay period that are taxable.
Net Pay	Employee's net pay (gross pay minus deductions).
FICA Gross	Gross amount for a pay period that is to be taken into account for FICA calculation.
Non FICA Gross	Gross wages not subject to FICA.
Medicare Gross	Gross income for the pay period that is to be taken into account for Medicare calculation.

**Compensation Tab**

Field Name	Description
Tax Moving Expense	Amount reimbursed for a move that is taxable.
Retirement Gross	Gross income for the pay period that is to be taken into account for retirement calculation.
Nontax Moving Expense	Amount reimbursed for a move that is non-taxable.
Nontax Prem Mileage	Portion of premium mileage reimbursement that is non-taxable
Nontaxable Insurance	The total amount of nontaxable insurance for the pay period.
Taxable Prem Mileage	Portion of premium mileage reimbursement that is taxable.
Other Tax Reimburse	Amount of taxable reimbursements other than meals and mileage.
Pers Use SV Lease	Value of an employee's personal use of a state vehicle calculated using the lease value method.
Educational Assistance	Amount reimbursed for non-work-related education.
Pers Use SV Mileage	Value of personal use of a state vehicle calculated using the cents-per-mile method.